



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	BOARD OF ARCHITECTS
MEETING DATE AND TIME:	Wednesday, October 7, 2009 at 1:30 p.m.
PLACE:	861 Silver Lake Blvd., Conference Room B, Second floor, Dover, Delaware
MINUTES APPROVED:	January 6, 2010

MEMBERS PRESENT

Jean McCool, RA, Professional Member, President
Arden Bardol, RA, Professional Member
C. Terry Jackson, RA, Professional Member
Alvin French, RA, Professional Member
Joseph Schorah, Public Member, Secretary
Kenneth Freemark, RA, Professional Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Allison Reardon, Deputy Attorney General
Renee Holt, Administrative Specialist II

ABSENT

Toni Bush Neal, Public Member
Julia C. Hopkins, Public Member

OTHERS PRESENT

1.0 CALL TO ORDER

Ms. McCool called the meeting to order at 1:38 p.m.

2.0 REVIEW and APPROVAL OF MINUTES

The Board reviewed the minutes from the September 2, 2009 meeting. After the board relayed the corrections, a motion was made by Mr. Schorah, seconded by Mr. French to approve the minutes as corrected. The motion was unanimously carried.

3.0 UNFINISHED BUSINESS

Review of Unlicensed Activity Letters – Ms. Reardon stated that she contacted Mr. Kerber but was unable to update the Board regarding the status of the letters. The Board tabled this item until the November 4, 2009 meeting.

Strategic Planning

Tracking System for Complaint Status Update – Ms. Holt

Ms. Holt updated the Board as to the modification of the tracking document.

2009 Audit Update – Ms. Holt

Ms. Holt updated the Board on the progress of the audit and reminded the Board the audit review will take place prior to the regularly scheduled board meeting on November 4, 2009.

Scheduling for Proposal to Deny Hearing – Mr. Nicolas J. Tricarico

Ms. McCool recommended the hearing be held at 1:00 pm.

Discussion of Educational Program Limitations

The Board held a discussion regarding the drafting program at Delaware Technical and Community College. Mr. Jackson made a motion to send a letter to the instructor of the course. The motion failed due to a lack of a second. Ms. Reardon will follow up with the Board as to the recommended action to address the educational institution regarding this issue. The Board tabled further decision until the November 4, 2009 meeting where Ms. Reardon will report back to the Board with a recommendation.

4.0 New Business

Review of Reciprocity Applications – NCARB Certificate - Ratify

Mr. Freemark made a motion, seconded by Mr. Jackson to ratify the listing of licenses issued since the last meeting. The motion was unanimously approved.

Complaint Status Update

Mr. Freemark informed the Board the Complaint # 07-05-07 was closed.

Request for Hardship Extension – Todd T. Breck

Ms. McCool reviewed the request with the Board. After discussion, Ms. Reardon advised the Board to notify Mr. Breck the request is denied and schedule a Rule to Show Cause hearing for failure to complete the required continuing education.

Mr. Schorah made a motion, seconded by Mr. French to deny extension for hardship request. The motion was unanimously approved.

Mr. Schorah made a motion, seconded by Mr. French to schedule a Rule to Show Cause hearing for continuing education and attestation on the renewal application. The motion was unanimously approved.

Review of Applications by Written Examination

None.

Review of Applications by Direct Application

None.

5.0 Other Business Before the Board (for discussion only)

Ms. McCool updated the Board regarding the Regional Board meeting teleconference held Monday, October 5th in the afternoon. Ms. McCool shared that in Virginia, when there are overlapping issues,

they have a professional board made up of different design entities that will review complaints and make a decision. All the professions have signed on and the professions have accepted the ruling of the board. Ms. McCool will talk to the Joint Committee about the possibilities for Delaware.

Ms. McCool advised the Spring meeting will be held in Boston. The regional organization is doing larger meetings to address the transportation challenges. The meeting on October 5th was the first teleconference held instead of a fall meeting. Ms. McCool will update the Board when the Spring meeting has been scheduled.

6.0 Public Comment

There was no public comment.

7.0 Next Scheduled Meeting

The next meeting will be held on November 4, 2009 at 1:00 p.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

8.0 Adjournment

There being no further business before the Board, Ms. McCool made a motion seconded by Mr. Freemark to adjourn the meeting at 3:19 p.m. The motion was unanimously carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Renee' M. Holt".

Renee' M. Holt
Administrative Specialist II